

Data Dictionary

LSC-Analytics and Institutional Reporting

- The first section of the data dictionary contains definitions to be used in reports
- The second section contains more in depth definitions.

Frequently Used Footnotes:

Completion: Final grade given (student did not withdraw). Grades include A, B, C, D, P, NP, F, I, IP.

Success: Final grade A, B, C or P. Success is calculated two ways. Percentage of students who completed course and percentage of students who enrolled in course.

FTIC: First time in college (FTIC = Student with 0 credit hours at start of term.)

Delivery Method: Defined by Instruction Mode of section taught:

Face-to-Face = 'P'

Online = 'OL' and 'W'

Hybrid = 'PG', 'PL', 'PR', 'R', 'RG', 'RL', 'VG', 'VL', 'WG', 'IV', 'WL', 'T'

(Historical: Day, Evening, Weekend, Online, Hybrid)

Dual Credit/Early College High School: Simultaneously completing a high school and college course for credit at both levels. (Depending on cohort, data definitions may vary.)

FTE: Full-time equivalent

There are 2 methodologies that we use for calculating FTE.

LSC Methodology = All credit hours/ 12 = FTE

IPEDS Methodology = # Full-time students + (# Part-time students x .335737)

Headcount: Student is counted once at each campus. Total of all campuses equals system headcount. System total includes duplicates.

Persistence: Percent of previous term unduplicated students who return to any LSC college or online program the following term.

New as of 8/30/16

Fa-Sp persistence will exclude all Fall graduates

Fa-Fa persistence will exclude all Fall, Spring and Summer graduates

Sp-Fa persistence will exclude Spring and Summer graduates

Sp-Sp persistence will exclude Spring, Summer and Fall graduates

FERPA: List does not include students with limited disclosure of directory information under FERPA

THECB definitions are italicized.

AA: Associate of Arts Degree

An associate degree that will satisfy the lower-division requirements for a baccalaureate degree in a specific discipline.

AAS: Associate of Applied Science Degree

A two-year applied associate degree program designed to lead the recipient to immediate employment and/or career advancement. The program is composed of an orderly, identifiable sequence of courses designed to meet specific occupational competencies and outcomes. It includes technical courses, general education courses, related instruction, and, as appropriate, elective courses to prepare students for employment as technicians or professionals. A program of study designed for immediate employment and/or career advancement that is composed of an orderly, identifiable sequence of courses designed to meet specific occupational competencies and outcomes. The degree program is composed of technical courses, general education courses, related instruction, and as, appropriate, elective courses to prepare students for employment as technicians or professionals. Minimum semester credit hours are 60, maximum is 72.

AAT: Associate of Arts in Teaching

Board-approved collegiate degree programs consisting of lower-division courses intended for transfer to baccalaureate programs that lead to initial Texas teacher certification.

AS: Associate of Science Degree

Academic Year: The 12-month period of time generally extending from September to August. Consists of a Fall, Spring, and Summer term.

Academically Disadvantaged: *When reporting academically disadvantaged students, colleges may report students who, based on a Texas Success Initiative (TSI) approved test, do not have college entry-level skills in reading, writing, or math. Colleges should also report TSI compliant students who are enrolled in remedial courses based on the results of tests administered for placement purposes. The Interim Evaluation Report definition may also be applied for students who did not receive a high school diploma nor receive a GED certificate. Field will contain "1" if the student is academically disadvantaged. Please note that academically disadvantaged does not include students with learning disabilities.*

Accountability System: *The Higher Education Accountability System is used to track performance on critical measures that exemplify higher education institutions' missions. The system is modeled on the state's higher education plan, Closing the Gaps, by 2015. Its major focus is on the four Closing the Gaps target areas of participation, success, excellence, and research.*

ACCUPLACER: *An approved academic skills assessment instrument that allows a student to satisfy one or more section(s) of the Texas Success Initiative (TSI) upon meeting the designated standard for that section or sections. It is offered by The College Board.*

Adjunct Faculty: *Instructor whose primary position is anything other than FAC and/or has a status of anything other than Full-time. A person who holds a non-tenure-track appointment to the teaching staff of an institution. Adjunct faculty are generally part-time, with generally narrower expectations for involvement with the institution. Hired as needed, with no guarantees as to continuation of employment. Reported as Other Faculty.*

Annual Headcount: *The number of students enrolled in one or more courses with each student counted only once for the year.*

Assistant Professor: *A faculty member of an institution of higher education who ranks above an instructor and below an associate professor and who is tenured or is on a tenure track.*

Associate Degree: *An award that normally requires at least 2 but less than 4 years of full-time equivalent college work in a grouping of courses designed to lead the individual directly to employment in a specific career or to transfer to an upper-level baccalaureate program. This specifically refers to the associate of arts, associate of science, associate of applied arts, associate of applied science, associate of arts in teaching, and associate of occupational studies degrees. The term "applied" in an associate degree name indicates a program in which the content is primarily technical.*

Award: *The credential granted a student for successful completion of a set curriculum such as a degree or certificate.*

Carl D. Perkins Vocational and Technical Education Act of 1998 (Public Law 105.332): A

federal initiative to make the U.S. more competitive in the world economy by developing more fully the academic and occupational skills of all segments of the population principally through improving educational programs leading to academic, occupational, training, and re-training skill competencies needed to work in a technologically advanced society. Perkins funds for postsecondary initiatives are managed by the Coordinating Board and awarded annually.

CBM Reports: Coordinating Board Management reports that are mandatorily submitted to the Texas Higher Education Coordinating Board and are the basis for state reimbursement.

- **CMB00A:** Students in Continuing Education Courses Report
- **CMB00C:** Continuing Education Class Report
- **CMB001:** Student Report
- **CMB002:** Student Report of the Texas Success Initiative (TSI)
- **CMB004:** Class Report
- **CMB006:** End of Semester Report
- **CMB009:** Graduation Report

CE: Continuing Education

Certificate Program: *A technical program designed for entry-level employment or for upgrading skills and knowledge within an occupation. Certificate programs serve as building blocks and exit points for AAS degree programs. This award is approved by the CB at one of four levels, appears on the Workforce Program Clearinghouse Inventory, and is subject to the CB program evaluation process.*

CIP Code: Classification of Instructional Programs.

The taxonomy for all levels of instructional programs, developed by the U.S. Department of Education's Center for Education Statistics.

Clinical: Clinical experiences provide workplace settings in which students learn and apply program theory and management of the work flow. Clinical experiences must take place in a health care setting and students must not be paid for the learning experiences.

Continuing Students: Those students who attended the previous term at any LSC location

Cohort: A group of persons who share one or more particular statistical or demographic characteristics, such as having received their associate's degree in a certain year or range of years.

Combined Section:

Compass: An academic skills assessment instrument approved by the Board and offered by American College Test (ACT).

Contact Hour: A unit of measure that represents an hour of scheduled instruction given to students of which 50 minutes must be of direct instruction. Also referred to as clock hour. (Also called Clock Hour.)

Core Curriculum: *The common part of every undergraduate curriculum that introduces students to a broad range of knowledge areas beyond their major and helps students develop basic intellectual competencies in reading, writing, speaking, listening, critical thinking, and computer literacy. In Texas, the core curriculum usually consists of 42-48 semester credit hours of course work distributed among the disciplines of communication, mathematics, the natural sciences, the arts and humanities, and the social and behavioral sciences. State law mandates the transfer of core curriculum courses between all public institutions of higher education.*

Credit Hour: A unit of measure representing an hour (50 minutes) of instruction over a 16-week period in a semester system or a 10-week period in a quarter system.

Day 1: The first day of class in the term

Delivery Method: Defined by Instruction Mode of section taught:

Face-to-Face = 'P'

Online = 'OL' and 'W'

Hybrid = 'PG','PL','PR','R','RG','RL','VG','VL','WG','IV','WL'

(Historical: Day, Evening, Weekend, Online, Hybrid)

Developmental Education: *Developmental education is defined as courses, tutorials, laboratories, or other efforts to bring students' skill levels in reading, writing, and mathematics to entering college level. English for Speakers of Other Languages (ESOL) and study skills or thinking skills courses are considered developmental education courses in the ACGM manual and fall under developmental education funding limits established by the Texas Legislature.*

Developmental Studies Courses defined by LSC:

ENGL 0302

ENGL 0304

ENGL 0305

ENGL 0306

ENGL 0307

ENGL 0309

MATH 0306

MATH 0308

MATH 0310

MATH 0311

MATH 0312

MATH 0313

Disaggregated data: Data sorted by subgroups of students. Examples: Gender, ethnicity, economically disadvantaged, etc.

Dual Credit/ Early College High School: Simultaneously completing a high school and college course for credit at both levels. The courses can be taught at the high school or the post-secondary location. Students receive both high school and post-secondary credit upon satisfactory completion of a dual credit course. (aka Concurrent but ORIE uses Dual Credit) "Dual Credit" may apply to students taking a course at a campus for college credit only, as the students are still in the dual credit program, but the earned credits only apply to a college degree.

Enrollment: Total of all courses students enrolled in.

Feeder High School: A high school within the LSC service area.

First-Generation College Student: *A student who is the first member of his or her immediate family to attend a college or university; neither of his or her biological or adoptive parents have ever attended a college or university.*

First-Time-Entering Student: *An entering student who has never attended any college. Also includes students who entered with advanced standing (college credits earned before graduation from high school).*

First-Time Freshman: An entering freshman who has never attended any college. Includes students enrolled in the fall term who attended college for the first time in the prior summer term. Also includes students who entered with advanced standing (college credits earned before graduation from high school).

Freshman: *A student who has completed fewer than 30 semester credit hours in a 120 semester credit hour program.*

FTE: Full-time equivalent

There are 2 methodologies that we use for calculating FTE.

LSC Methodology = All credit hours/ 12 = FTE

IPEDS Methodology = # Full-time students + (# Part-time students x .335737)

FTIC: First time in college (FTIC = Student with 0 credit hours at start of term.)

FTID: First time in district

Full-time Student: An undergraduate student enrolled in 12 or more semester credit hours

Gatekeeper or Gateway Courses: Defined by the AtD Core Team at LSC based upon the guidelines from AtD that say: *Gatekeeper courses are college level classes that students are required to complete successfully before enrolling in more advanced classes in their major. Therefore, they serve as a major roadblock for many students."*

ENGL 1301
MATH 1314
PSYC 2301
HIST 1301
HIST 1302
SOC 1301

GPA:

Term GPA: Includes grades earned in all courses at LSC during the most recent semester (includes developmental courses).

Cumulative GPA: Includes grades earned in all classes (includes developmental courses).

Grade Points Earned: *The numerical value assigned to letter grades to provide a basis of quantitative determination of an average. The grade assignments in a four-point system are A =4, B = 3, C = 2, D = 1, and F = 0 in non-developmental education courses taken during the reporting period.*

Headcount: Student is counted once at each campus. Total of all campuses equals system headcount. Headcount may also refer a student counted once within the system, regardless of campus attended, or once per time period, e.g. term or academic year.

In-District Student: Refers to a community college student who is a legal resident of the locality (taxing district) in which he/she attends college and thus is entitled to reduced tuition charges if offered by the institution.

Instructor: *A faculty member of an institution of higher education who is tenured or is on tenure-track and who does not hold the rank of assistant professor, associate professor, or professor.*

ISD: Independent School District

Linked Classes: Linked classes are two or more classes taught at the same time by one instructor, counting as one teaching unit. Credit classes may be linked or a Continuing Ed class may be linked to a credit class. The CE/credit linked classes were formerly called concurrent enrollment classes.

New Students: First-time students at LSC

Official Day: 12th class day for the spring and fall semesters (aka Census Day and Official Census Day but ORIE uses Official Day)

Overload: A faculty member who is employed full time and has a teaching assignment in addition.

Part-time Student: A student who is enrolled for less than 12 semester credit hours in the fall or spring semesters

Persistence Rate: *The rate at which students persist in higher education, often as measured by the percentage of students who continue in higher education from one year to the succeeding year. To avoid confusion, this term is replacing the term "retention rate," which is used in the public education sector as a reference to students who are held back and not promoted to the next grade.*

Phi Theta Kappa: Students with at least 12 LSC credit hours and a **term** GPA of 3.5 or higher

Professor: *A faculty member of an institution of higher education who has the highest academic rank and who is tenured or is on-tenure track.*

Program Category: *A summary of groups of related instructional programs designated by the first two digits of its appropriate CIP code.*

Program Funding: *The rate per base contact hour generated in a particular subject field as recommended by the Coordinating Board and approved by the Texas Legislature.*

Resident Alien: *A non-citizen who has been lawfully admitted for permanent residence.*

Retention Rate: Percent of previous term unduplicated students who return to same college the following term.

Returning Student: Students who attended LSC sometime in the past other than the previous term.

Service Area:

The territory within the boundaries of the taxing district of a junior college district. The territory outside the boundaries of the taxing district of a junior college district in which the junior college district provides services.

The service area of the Lone Star College System District includes the territory within: Aldine, Conroe, Cypress-Fairbanks, Humble, New Caney, Spring, Tomball, Magnolia, Willis, Montgomery, Splendora, Cleveland, Tarkington, and Klein independent school districts - each of these territories are within Harris, Montgomery and/or San Jacinto

Counties; and the Huntsville and New Waverly independent school districts in Walker County.

The territory within the taxing boundaries of the System includes Aldine, Conroe, Cypress-Fairbanks, Humble, Klein, Magnolia, New Caney, Splendora, Spring, Tomball and Willis independent school districts.

The territory outside the taxing boundaries of the System includes Cleveland, Huntsville, Montgomery, Tarkington and New Waverly independent school districts.

Sophomore: *A student who has completed the equivalent of one year of undergraduate work; that is, at least 30 semester hours but less than 60 semester hours in a 120-hour program.*

Student-Faculty Ratio: *Determined using a formula by dividing student FTE by faculty FTE of the same level.*

Students Served: Students enrolled in at least one class. Ex. - "Credit Students Served" is count of all students taking at least one credit class.

Term: Fall, Spring or Summer. Fall: August to December, Spring: January to May, Summer: June to August. There may be mini-semesters that overlap the terms. These mini-esters will be reported in the term in which they start, but will have different session codes.

Transfer Student: *A student entering the reporting institution for the first time and who is known to have previously attended another institution at the same level (e.g., undergraduate to undergraduate, graduate to graduate; not undergraduate to graduate). This does not include an institution's own graduates who enter for further education.*

Unduplicated Students - The sum of students enrolled with each student counted only once during the reporting period, regardless of when the student enrolled.